

HEALTH DISTRICT PLANNING COMMITTEE MEMBERS

Barbara Cook

John Crary

Nancy Herling

Alison Graham

Dr. Peggy McLaughlin

Judy Morrison

Susan Young

Philip Wehye

Board of Finance

Town Administrative Officer

Social Services Commission

Human Resources Director

Director of Health

Social Services Director

Board of Selectmen

Chairman, RTM Public Health and Safety
Committee

CHAPTER 368f

DISTRICT DEPARTMENTS OF HEALTH

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Sec. 19a-240. (Formerly Sec. 19-105). Definition of "board". As used in this chapter, unless the context otherwise requires, "board" means a board of a district department of health created as provided in section 19a-241.

(1949 Rev., S. 3876; P.A. 00-27, S. 19, 24.)

History: Sec. 19-105 transferred to Sec. 19a-240 in 1983; P.A. 00-27 made technical changes, effective May 1, 2000.

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Sec. 19a-241. (Formerly Sec. 19-106). Formation of district departments. Board. (a) Towns, cities and boroughs, by vote of their respective legislative bodies, after a public hearing, may unite to form district departments of health, which shall be instrumentalities of their constituent municipalities. The affairs of any such district department of health shall be managed by a board, which shall have all the duties exercised or performed immediately prior to the effective date of the creation of such district by directors of health or boards of health of the municipalities and which shall exercise all the authority as to public health required of or conferred upon the constituent municipalities by law and shall have the powers of the district set forth in section 19a-243. Towns, cities and boroughs may, in like manner, join a district department of health previously formed with the approval of the board of such district. (b) Each town, city and borough, which has so voted to become a part of any such district, shall, by its board of selectmen, city council or board of burgesses, appoint one person to be a member of such board. Any town, city or borough having a population of more than ten thousand inhabitants, as annually estimated by the Department of Public Health by a method comparable or similar to that used by the United States Bureau of the Census, shall be entitled to one additional representative for each additional ten thousand population or part thereof, provided no such municipality shall have more than five representatives on a district board of health. The term of office for members of the district board of health shall be three years, except that: (1) A district board of health containing only one town may elect to have one-year or three-year terms of office, and (2) during the initial formation of a board with three-year appointments, appointments shall be so made that approximately one-third of the board shall be appointed for one year, approximately one-third appointed for two years and approximately one-third appointed for three years. Members of the district board of health shall serve without compensation but shall receive their necessary expenses while in the performance of their official duties.

(1949 Rev., S. 3877; 1959, P.A. 236; 1961, P.A. 391, S. 1; 1969, P.A. 527, S. 1; P.A. 77-598, S. 2; 77-

614, S. 323, 610; P.A. 93-381, S. 9, 39; P.A. 95-257, S. 12, 21, 58; P.A. 97-96, S. 1; P.A. 99-234, S. 10, 14.)

History: 1959 act provided for annual estimate of population by state department of health rather than using last- completed U.S. census; 1961 act added description of duties and authority of board, deleted requirement that appointment by municipality be annual, provided for one rather than two appointments per town with additional representation for additional population, limited number of representatives to five and added provisions re length of terms and re reimbursement for expenses; 1969 act made provisions applicable to judges of probate serving at any time during any year after December 1, 1967, rather than to those who were subject to Sec. 45-26 before January 1, 1968, deleted other date references which prevented continued applicability of provisions, required filing of sworn statements by person ceasing to hold office and by personal representative of person who dies while holding office, specified that payments from net income are not deductible from gross income, required successors to incumbents taking office after February first file estimates of annual net income and increased penalty from nine to ten per cent of deficiency amount and interest from six to nine per cent; P.A. 77-598 restated provision re admission of towns, cities and boroughs to previously formed districts, making admission contingent upon board approval rather than upon vote of municipality which formed the district originally; P.A. 77-614 replaced department of health with department of health services, effective January 1, 1979; Sec. 19-106 transferred to Sec. 19a-241 in 1983; P.A. 93-381 replaced department of health services with department of public health and addiction services, effective July 1, 1993; P.A. 95-257 replaced Commissioner and Department of Public Health and Addiction Services with Commissioner and Department of Public Health, effective July 1, 1995; P.A. 97-96 amended Subsec. (b) to allow one- or three-year terms for single-town districts, where previously three-year terms were required; P.A. 99-234 amended Subsec. (a) by adding "which shall be instrumentalities of their constituent municipalities" after provision re formation of district departments of health and by adding "of the district" in the reference to the powers set forth in Sec. 19a-243, effective June 29, 1999.
Cited. 40 CA 501, 507.

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Sec. 19a-242. (Formerly Sec. 19-107). Appointment of director of health. Removal. Sanitarians.

Authorized agent. (a) The board shall, after approval of the Commissioner of Public Health, appoint some discreet person, possessing the qualifications specified in section 19a-244, to be director of health for such district, and if he is not selected within sixty days from the formation of any such district, or if a vacancy in said office continues to exist for sixty days, such director shall then be appointed by said commissioner. The board may appoint a person to serve as the acting director of health during such time as the director of health is absent or a vacancy exists, provided such acting director shall meet the qualifications for directors of health in section 19a-244, or such other qualifications as may be approved by said commissioner. Upon the appointment of a director of health under the provisions of this section, the terms of office of the directors of health of the towns, cities or boroughs forming such district shall terminate.

(b) Such director of health may be removed whenever a majority of the directors of such health district find that such director of health is guilty of misconduct, material neglect of duty or incompetence in the conduct of his office.

(c) On and after July 1, 1988, each district health department shall provide for the services of a sanitarian certified under chapter 395 to work under the direction of the district director of health. Where practical, the district director of health may act as the sanitarian.

(d) As used in this chapter, "authorized agent" means a sanitarian certified under chapter 395 and any individual certified for a specific program of environmental health by the Commissioner of Public Health in accordance with the Public Health Code.

(1949 Rev., S. 3878; P.A. 75-573, S. 2; P.A. 77-598, S. 3; P.A. 78-303, S. 66, 136; P.A. 87-521, S. 4; 87-589, S. 48, 87; P.A. 93-381, S. 9, 39; P.A. 95-257, S. 12, 21, 58.)

History: P.A. 75-573 added Subsec. (b) re removal of director of health; P.A. 77-598 added provisions re appointment of acting director of health; P.A. 78-303 replaced public health council with commissioner of health services; Sec. 19-107 transferred to Sec. 19a-242 in 1983; P.A. 87-521 added Subsecs. (c) and (d) re sanitarians and authorized agents; P.A. 87-589 moved provision authorizing local director of health to act as sanitarian from Subsec. (d) to Subsec. (c); P.A. 93-381 replaced commissioner of health services with commissioner of public health and addiction services, effective July 1, 1993; P.A. 95-257 replaced Commissioner and Department of Public Health and Addiction Services with Commissioner and Department of Public Health, effective July 1, 1995.
See Sec. 19a-209a re authority to issue permits for well drilling on residential premises near approved community water supply system.

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Sec. 19a-243. (Formerly Sec. 19-108). District rules and regulations. Powers of district. Meetings. Expenses. (a) Each board may make and adopt reasonable rules and regulations for the promotion of general health within the district not in conflict with law or with the Public Health Code. The powers of each district shall include but not be limited to the following enumerated powers: (1) To sue and be sued; (2) to make and execute contracts and other instruments necessary or convenient to the exercise of the powers of the health district; (3) to make and from time to time amend and repeal bylaws, rules and regulations; (4) to acquire real estate; (5) to provide for the financing of the programs, projects or other functions of the district in the manner described in subsection (b) of this section; and (6) to have such other powers as are necessary to properly carry out its powers as an independent entity of government. (b) A district may, without limiting its authority under other provisions of law, borrow money for the purpose of carrying out or administering a district project, program or other function authorized under this chapter, or for the purpose of refinancing existing indebtedness, or temporarily in anticipation of receipt of current revenues, and provided the board shall hold a public hearing on any such proposed borrowing which is estimated by the board to increase the annual apportionment of district expenses made pursuant to subsection (c) of this section by more than seven per cent over levels currently established. The board shall give one week's notice of such hearing in a newspaper having a circulation in each constituent municipality of the district. The district may enter into note, loan or other agreements providing that such borrowings shall be payable from or secured by one or more of the following: (1) A pledge, lien, mortgage or other security interest in any or all of the income, proceeds, revenues and property, real or personal, of its projects, assets, programs or other functions, including the proceeds of payments, grants, loans, advances, guarantees or contributions from the federal government, the state of Connecticut, the constituent municipalities of the district or any other source; or (2) a pledge, lien, mortgage or other security interest in the property, real or personal, of projects to be financed by the borrowing. Such borrowings and obligations shall not constitute an indebtedness within the meaning of any debt limitation or restrictions on, and shall not be obligations of, the state of Connecticut or any municipality. No constituent municipality of a district shall be liable for any such borrowing or obligation of the district upon default. Neither members of the board nor any person executing on behalf of the district any note, mortgage, pledge, loan, security or other agreement in connection with the borrowing of money by a district shall be personally liable on the obligations thereunder or be subject to any personal liability or accountability by reason of the entrance into such agreements. Each pledge, agreement or assignment made for the benefit or security of any such borrowing entered into pursuant to this subsection shall be in effect until the principal and interest on such borrowing for the benefit of which the same were made have been fully paid, or until provision is made for the payment in the manner provided therein. Any pledge or assignment made in respect of such borrowing secured thereby shall be valid and binding from the time when the pledge or assignment is made; any income, proceeds, revenues or property so pledged or assigned and thereafter received by the district shall immediately be subject to the lien of such pledge, without any physical delivery thereof or further act; and the lien of any such pledge or assignment shall be valid and binding as against parties having claims of any kind in

tort, contract or otherwise against the district irrespective of whether such parties have notice thereof. Neither the resolution, trust indenture, agreement, assignment or other instrument by which a pledge is created need be recorded or filed, except for the recording of any mortgage or lien on real property or any interest in real property.

(c) The board shall meet at least quarterly and at other times determined by the chairperson. At its September meeting it shall elect a chairperson and it shall furnish the necessary offices and equipment to enable it to carry out its duties. The board may elect an executive committee, consisting of the chairperson and two other members, and the director of health, who shall serve without a vote, and such executive committee shall have power to act when the board is not in session. The fiscal year of each district department of health shall be from July first to June thirtieth, and, by June thirtieth in each year, the board shall estimate the amount of money required to pay the costs and expenses of the district during the ensuing fiscal year, provided, if any municipality within the district has a fiscal year which begins on July first, such estimate shall be made by April thirtieth of each year. Such board shall hold a public hearing on its proposed budget, two weeks' notice of which shall be given in a newspaper having a circulation in each constituent municipality of such district. From time to time the board shall draw upon the treasurer of each town, city or borough within the district a proportionate share of the expenses of such district, from such funds as may have been appropriated by each, to pay the cost of operating the district, including debt service on borrowings of the district, such apportionment to be made equitable on a per capita basis as established by the last annual population estimate by the Department of Public Health for each participating town, city or borough.

(1949 Rev. S. 3879; 1961, P.A. 391, S. 2; 1969, P.A. 527, S. 2; 688, S. 1; 1971, P.A. 178; P.A. 77-614, S. 323, 610; P.A. 92-3; P.A. 93-381, S. 9, 39; P.A. 95-257, S. 12, 21, 58; P.A. 99-234, S. 11, 14; P.A. 00-27, S. 20, 24.)

History: 1961 act specified chairman's election be in September, deleted requirement that board determine relative amount of service to be performed in each municipality, added provisions re promulgation of rules and regulations. board meetings and executive committee, provided that board draw proportionate share of expenses of each district, that such apportionment be made on a per capita basis rather than on the basis of average receipts for the preceding three months and deleted provisions authorizing departments to use additional funds secured from federal or official agencies and to disburse money so received; 1969 acts divided section into subsections, moved provision re election of chairman and re offices and equipment into Subsec. (b), enumerated various powers of board, required quarterly meetings rather than annual meetings in September and specified that director of health has no vote; 1971 act required budget estimates be made during April if a municipality in the district has fiscal year beginning on July 1 and added provision re public hearing on budget; P.A. 77-614 replaced department of health with department of health services, effective January 1, 1979; Sec. 19-108 transferred to Sec. 19a-243 in 1983; P.A. 92-3 amended Subsec. (b) to require budget estimates for the health districts by June thirtieth instead of during June and, if any municipality within the district has a fiscal year beginning July first, by April thirtieth instead of during April; P.A. 93-381 replaced department of health services with department of public health and addiction services, effective July 1, 1993; P.A. 95-257 replaced Commissioner and Department of Public Health and Addiction Services with Commissioner and Department of Public Health, effective July 1, 1995; P.A. 99-234 amended Subsec. (a) by changing "powers of the board" to "powers of each district" and adding provision re financing of programs, projects or other district functions to list of powers, added new Subsec. (b) re borrowing money, designated former Subsec. (b) as Subsec. (c) and amended same by adding reference to "debt service on borrowings of the district" and made technical changes, effective June 29, 1999; P.A. 00-27 made technical changes in Subsec. (a), effective May 1, 2000.

See Secs. 7-425 et seq. for duties re retirement of employees.

See Sec. 12-146a re authority to revoke license or permit to do business for an enterprise which has failed to pay personal property taxes.

See Sec. 19a-245 re funds received from state and federal sources.

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Sec. 19a-244. (Formerly Sec. 19-109). Qualifications, term and duties of director of health.

Employees. The director of health shall either (1) be a doctor of medicine and hold a degree in public health as a result of having at least one year's special training in public health, or, in lieu of said degree, shall meet the qualifications prescribed by the Commissioner of Public Health, or (2) be trained in public health and hold a masters degree in public health. The board may specify in a written agreement with such director the term of office, which shall not exceed three years, salary and duties required of and responsibilities assigned to such director in addition to those required by the general statutes or the Public Health Code, if any. He shall be removed during the term of such written agreement only for cause after a public hearing by the board on charges preferred, of which reasonable notice shall have been given. He shall devote his entire time to the performance of such duties as are required of directors of health by the general statutes or the Public Health Code and as the board specifies in its written agreement with him; and shall act as secretary and treasurer of the board, without the right to vote. He shall give to the district a bond with a surety company authorized to transact business in the state, for the faithful performance of his duties as treasurer, in such sum and upon such conditions as the board requires. He shall be the executive officer of the district department of health. Full-time employees of a city, town or borough health department at the time such city, town or borough votes to form or join a district department of health shall become employees of such district department of health. Such employees may retain their rights and benefits in the pension system of the town, city or borough by which they were employed and shall continue to retain their active participating membership therein until retired. Such employees shall pay into such pension system the contributions required of them for their class and membership. Any additional employees to be hired by the district or any vacancies to be filled shall be filled in accordance with the rules and regulations of the merit system of the state of Connecticut and the employees who are employees of cities, towns or boroughs which have adopted a local civil service or merit system shall be included in their comparable grade with fully attained seniority in the state merit system. Such employees shall perform such duties as are prescribed by the director of health. In the event of the withdrawal of a town, city or borough from the district department, or in the event of a dissolution of any district department, the employees thereof, originally employed therein, shall automatically become employees of the appropriate town, city or borough's board of health.

(1949 Rev. S. 3880; 1969, P.A. 688, S. 2; 1971, P.A. 183; P.A. 78-303, S. 67, 136; P.A. 79-85; P.A. 82-8; P.A. 93-381, S. 9, 39; P.A. 95-257, S. 12, 21, 58.)

History: 1969 act replaced statement that necessary assistants and clerks be appointed subject to approval of board with specific provisions re personnel of city, town or borough health departments as employees of district health department and deleted provision that compensation be fixed by the board. 1971 act permitted health director to be "trained in public health and hold a master's degree in public health" as alternative qualification. P.A. 78-303 replaced public health council with commissioner of health services; P.A. 79-85 added provision re written agreement with director setting term of office and duties in addition to those required by state law or public health code; P.A. 82-8 specified that district health departments must hire full-time employees of town, city or borough which joins or forms the district department where previously part-time employees were included by implication through use of term "personnel" without reference to type of employment; Sec. 19-109 transferred to Sec. 19a-244 in 1983; P.A. 93-381 replaced commissioner of health services with commissioner of public health and addiction services, effective July 1, 1993; P.A. 95-257 replaced Commissioner and Department of Public Health and Addiction Services with Commissioner and Department of Public Health, effective July 1, 1995.

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Sec. 19a-245. (Formerly Sec. 19-110). Reimbursement by state. Upon application to the Department

of Public Health, each health district shall annually receive from the state an amount equal to two dollars and thirty-two cents per capita for each town, city and borough of such district which has a population of five thousand or less, and one dollar and ninety-nine cents per capita for each town, city and borough of such district which has a population of more than five thousand, provided (1) the Commissioner of Public Health approves the public health program and budget of such health district and (2) the towns, cities and boroughs of such district appropriate for the maintenance of the health district not less than one dollar per capita from the annual tax receipts. Such district departments of health are authorized to use additional funds, which the Department of Public Health may secure from federal agencies or any other source and which it may allot to such district departments of health. The district treasurer shall disburse the money so received upon warrants approved by a majority of the board and signed by its chairman and secretary. The Comptroller shall quarterly, in July, October, January and April, upon such application and upon the voucher of the Commissioner of Public Health, draw the Comptroller's order on the State Treasurer in favor of such district department of health for the amount due in accordance with the provisions of this section and under rules prescribed by the commissioner. Any moneys remaining unexpended at the end of a fiscal year shall be included in the budget of the district for the ensuing year. This aid shall be rendered from appropriations made from time to time by the General Assembly to the Department of Public Health for this purpose.

(1949 Rev., S. 3881; 1963, P.A. 508; P.A. 77-614, S. 323, 610; P.A. 78-251, S. 1, 2, 7; 78-303, S. 68, 136; P.A. 85-421, S. 2, 3; P.A. 87-414, S. 2, 3; P.A. 93-381, S. 9, 39; P.A. 95-257, S. 12, 21, 58; P.A. 96-180, S. 58, 166; P.A. 98-250, S. 17, 39; P.A. 00-216, S. 3, 28.)

History: 1963 act provided for reimbursement to health district instead of constituent municipalities, made state's payment quarterly instead of annually in June, deleted provision that sums received be one-half those actually paid and limits of four thousand dollars per town and twenty thousand dollars in the aggregate, and added provisions that amount received be twenty-five cents per capita, limited maximum amount received by district annually to one hundred thousand dollars, added provision re additional funds from federal agencies or other sources and provided for disbursement of money upon warrants approved by board majority and signed by chairman and secretary; P.A. 77-614 replaced commissioner and department of health with commissioner and department of health services, effective January 1, 1979; P.A. 78-251 increased per capita amount received from twenty-five to thirty cents contingent upon approval of public health program and budget by commissioner, increased maximum amount received to one hundred twenty thousand dollars, removed limit on additional funds of amount equal to one-half the total district budget and, in conjunction with P.A. 78-303, referred to rules prescribed by commissioner rather than by public health council; Sec. 19-110 transferred to Sec. 19a-245 in 1983; P.A. 85-421 increased quarterly per capita payments to health districts from thirty cents to (1) forty-two and one-half cents for each town, city and borough of a district which has a population of five thousand or less and (2) thirty-two and one-half cents for each town, city or borough of a district which has a population of more than five thousand and increased maximum annual payment to a district from one hundred twenty thousand to one hundred forty-five thousand dollars; P.A. 87-414 increased the per capita payments to forty-four and one-half cents per capita and thirty-eight cents per capita on basis previously established and deleted the annual cap on payments to districts; P.A. 93-381 replaced department and commissioner of health services with department and commissioner of public health and addiction services, effective July 1, 1993; P.A. 95-257 replaced Commissioner and Department of Public Health and Addiction Services with Commissioner and Department of Public Health, effective July 1, 1995; P.A. 96-180 changed "treasurer" to "State Treasurer", effective June 3, 1996; P.A. 98-250 changed the amount received from the state from forty-four and one half cents for municipalities under five thousand and thirty-eight cents for municipalities over five thousand annually to two dollars and nine cents and one dollar and seventy-nine cents, annually, effective July 1, 1998; P.A. 00-216 made technical changes and increased annual per capita payments from two dollars and nine cents to two dollars and thirty-two cents and from one dollar and seventy-nine cents to one dollar and ninety-nine cents, effective July 1, 2000.

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✓ **Sec. 19a-246. (Formerly Sec. 19-111). Withdrawal from district.** (a) Any constituent town, city or borough may, by vote passed prior to January first in any year, withdraw from the district, such withdrawal to become effective on the first day of July following, provided such city, town or borough shall have been a member of the district for at least twenty-four months prior to such vote of withdrawal. A city, town or borough on withdrawal shall at once resume such status with respect to the appointment of its director of health, employees and board of health as it held prior to becoming a member of the district as provided in section 19a-244. Employees shall not lose any benefits or civil services status as a result of the withdrawal from the district.

(b) Notwithstanding the provisions of subsection (a) of this section, no withdrawal or termination of participation by any constituent municipality shall affect any pledge, agreement, assignment or mortgage of any income, revenue proceeds or property of a district made for the benefit or security of any borrowing of the district entered into pursuant to subsection (b) of section 19a-243.

(c) Notwithstanding any other provision of the general statutes, no district shall cease to exist until such time as payment or provision for payment of the outstanding balance of borrowings of such district entered into pursuant to subsection (b) of section 19a-243 is made.

(1949 Rev., S. 3882; 1961, P.A. 391, S. 3; 1969, P.A. 688, S. 3; P.A. 99-234, S. 12, 14.)

History: 1961 act provided that vote for withdrawal be prior to January first rather than April first. required membership for at least twenty-four months prior to vote or withdrawal and provided that town, city or borough resume status "with respect to the appointment of its director of health and board of health" as it held prior to district membership; 1969 act included references to status re appointment of employees and added provision protecting benefits and civil service status of employees; Sec. 19-111 transferred to Sec. 19a-246 in 1983; P.A. 99-234 designated existing provisions as Subsec. (a) and added new Subsecs. (b) and (c) re exceptions to statutory provisions upon withdrawal from district, effective June 29, 1999.

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Secs. 19a-247 to 19a-249. Reserved for future use.

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Darien Health Department
Request for Budget Increase of \$45,000
Fiscal Year Ended 6/30/07

There are three primary reasons that a request is being submitted for an increase of \$45,000 in the budget for the Darien Health Department:

- Health Department's plan to achieve 100% compliance in food service inspection frequency in FYE 6/30/07
- Health Department's increased activity in plan reviews for new and renovated food service establishments
- Health Department's increased participation (since January 2006) in town, local and Region I emergency preparedness planning meetings, training, drills and tabletop exercises.

The \$45,000 requested will purchase an additional 1,257 professional hours at an average hourly rate of approximately \$35.80 per hour. This translates into an additional 29 hours per week for the remainder of the fiscal year.

The increased staffing would bring the total # full-time equivalents (FTEs) to 2.5 professionals (up from 1.6 FTEs).

To better understand the compliance goals and compliance achievements of Darien's Health Department, see the compliance charts attached.

Vince Proto, Director of Environmental Health, and Peggy McLaughlin, Director of Health, will be available on 8/22/06, to answer questions.

Darien Health Department
Request for Budget Increase of \$45,000
Fiscal Year Ended 6/30/07

Attachments

Resumes

1. Vincent Proto, RS, Director of Environmental Health
2. Frederick J. Petersen, RS, Environmental Sanitarian
3. Lori Romick, Environmental Inspector

Food Service Charts

1. Food Service Inspection Frequency-Targeted versus Actual Compliance, 2004-2006
2. Food Service Inspection Frequency-Targeted versus Actual Compliance, 2004-Projected 2007 (revised)
3. 2007 Projected Food Service Inspections
4. 2006 Food Service Inspections
5. 2005 Food Service Inspections
6. 2004 Food Service Inspections
7. Range of Hours & Average Hours – Food Service Inspections
8. Plan Reviews & Preoperational Visits

July 1, 2006 Proposal

July 17, 2006 Presentation

Vincent D. Proto

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vindp@sbcglobal.net

EDUCATION*Quinnipiac College, Hamden, CT***B.S. in Environmental Health****1976****EMPLOYMENT***Darien Health Department, Darien CT***Director of Environmental Health Services****2001-present**

Responsible for oversight of all Health Department activities including risk based food service establishment inspections, food establishment plan review, temporary event review, foodborne outbreak investigations, food recalls, shellfish permitting program, subsurface sewage disposal systems, nuisance and housing complaint investigations, child lead poisoning investigations, health education programs, emergency/bioterrorism planning, inspections of public swimming pools, child daycare centers, nail salon, beauty, cosmetology, and barber shops, private well investigations, public swimming area monitoring and sampling, and reportable disease surveillance and follow up. Supervise 2 part-time environmental sanitarians and temporary interns and interface with Director of Health as needed. Performs administrative duties such as report writing, budget development, upgrading of computer data collection system, develop presentations, draft violation orders for Director of Health's signature, testify as required for court cases, and train staff.

Developed/revised and coordinated all health department programs by implementing new focused food service inspection system, FDA food facility plan review and temporary event process, and foodborne alert system; strengthening the subsurface sewage permitting and site investigation process; creating new local ordinances for inspection and licensure of public swimming pools, barber shop, beauty and nail salons; instituting enforcement procedures and notice of violation protocol; upgrading of fee structure; providing Qualified Food Operator training for food service managers, increasing health education program offerings (Forums for Lyme Disease, asthma, obesity, pandemic flu, and stroke; participated in State Department of Public Health Lead Program's *Keep it Clean* campaign and providing lead education for paint contractors. Liaison/participant for federal/state/local agencies with regard to emergency planning including CT strategic national stockpile exercise, Region I emergency planning meetings, and initiated pandemic flu planning committee meetings.

Environmental Sanitarian – Town of Colchester,
Colchester, CT**2001**

Assisted Director of Health in all environmental health matters. Upgraded food service program by implementing FDA food service plan review and temporary event protocol, enforcing food regulations and developing inspection protocol.

Food Service Plan Review Specialist- Mohegan Sun Tribal
Health Dept., Uncasville, CT**2001**

Responsible for conducting plan reviews of all new food service operations during the major expansion of the Mohegan Sun Casino; conducted preoperational and routine food establishment inspections using the FDA

Food Code.

Registered Sanitarian – Norwalk Health Dept., Norwalk, CT **1988-2000**

Responsible for enforcement of environmental health regulations in large municipality (population of 83,000) including food establishments, day care centers, subsurface sewage, public swimming pools, private wells, shellfish waters, and child lead poisoning. Conducted investigations, responded to nuisance complaints, drafted legal orders, and testified in court cases. Developed protocol for public swimming pool inspections, assisted in investigation of largest foodborne outbreak in Connecticut's history, trained new personnel, and investigated contaminated well sites.

RELATED EXPERIENCE

A.L.T. Environmental Health Specialists, LLC

Principal

2001-present

Provide consultative environmental health services to local health agencies and industry. Train new personnel in preparation for food inspector certification by CT Dept. of Public Health Food Protection Program standardization officers; provide food establishment design services. Qualified Food Operator training, and food establishment inspection services.

Norwalk Health Dept. Laboratory

Public Health Laboratory Technician

1977 - 1988

Assisted Director in all aspects of public health laboratory activities including public health microbiology (culturing/isolating pathogenic organisms; hematology; serology; drinking, surface, and beach water analysis; STD and phlebotomy clinics).

LICENSES AND CERTIFICATIONS

- Registered Sanitarian (#510) CT Dept. of Public Health
- Certified Food Inspector, CT Dept. of Public Health
- Subsurface Sewage Disposal Certification in Phase I & II.
- Certified Food Manager Instructor for National Registry of Food Safety Professionals, Inc.

OTHER TRAINING

- National Incident Management Command System (NIMS) ISO 700 training course
- Foodborne Outbreak Investigation Training – CT Dept. of Public Health
- FDA Plan Review Courses– FDA/CT Dept. of Public Health and Stamford Health Dept.

Frederick J. Petersen
77 Nottingham Drive
Stamford, CT 06907

Work Experience:

- 2004 – Present Darien Health Department/ ALT Environmental Darien, CT
Part-time Inspector.
- 2004 – Present Stratford Health Department, Stratford, CT
Part-time Inspector/ Food Service Educator
- 1970 – 2004 Stamford Health Department, Stamford, CT
Sanitarian III in charge of the Food Service Compliance Program
and Emergency Response Coordinator
- 1966 – 1970 United States Air Force, Westover AFB, Westover, MA
Veterinary Specialist, serving as a Military Public Health Inspector

Teaching Experience:

- 1995 – Present Adjunct Instructor, Norwalk Community College Hospitality
Program, Instructor for Food Service Sanitation, Menu and
Events Planning and Facility Design
- 1995 – 2001 Instructor, U.S. Food and Drug Administration.
Food Service Plan Review and Sanitation courses throughout the
United States.
- 1995 – 2001 Guest Lecturer on Food Service Sanitation at Culinary Schools in
France and Italy.
- 1986 – 1998 Instructor/Lecturer to restaurant managers in the towns of
Ridgefield, Bethel, Westport, Weston and Kent, CT.
- 1986 – 1995 Connecticut Department of Corrections, New Britain, CT.
Instructor for food service employees and managers at Food Protection
Workshops.
- 1989 Food Service Plan Review Course, Stamford, CT
Developed and taught course sponsored by the Connecticut
Environmental Health Association and the Stamford Health
Department.
- 1982 – 1985 University of Bridgeport, Bridgeport, CT
Instructor in the Division of Continuing Education. Course entitled
"Applied Food Service Sanitation" leading to National certification.

1979 - 2000 Connecticut State Health Department, Hartford, CT
Instructor at annual In-Service Training Course for Sanitarians.

Professional Association Memberships:

Connecticut Environmental Health Association
National Environmental Health Association
New England Food and Drug Officials Association
Conference for Food Protection, Member and past Chair of the Plan
Review Committee. Designed and implemented national
Design Standards for food service facilities.

Community Activities:

1985 - Present North Stamford Lions Club. Member and Vice-President.
1985 - 1995 Aid for Retarded Inc. Chairperson of the ARI, Inc. Food Service
Advisory Council.
1976 - 1985 Municipal Employees Association of Stamford. 1st Vice President,
2nd Vice-President, Treasurer.
1979 - 1981 Stamford Emergency Service. Deputy Director of Planning. Scope
of services included civil preparedness, auxiliary fire and police
departments, auxiliary rescue service, radiological monitoring and
shelter service.
1976 - 1981 City of Stamford Block Party. Co-chair.
1977 - 1979 Boy Scouts of America. Advisor to Post 800.

Certifications:

1974 - Present Connecticut Certified Food Service Sanitation Officer
1977 - Present Subsurface Sewage Disposal Officer
1987 - Present Evaluator of Emissions from Combustion Sources
1988 - Present Registered Sanitarian
1980 - 1985 Shellfish Policeman, Connecticut Department of Agriculture

Lori Romick
10 Valery Court
Milford, CT 06461
(203) 877-5725
loromick@snet.net
July 27, 2006

Position applying for: **Environmental/Public Health Sanitarian. (Full time)**

Professional experience:

2/06-Present - Environmental Sanitarian for A.L.T. Environmental Health Specialists, LLC
Currently working at the Darien Health Department - Part-time, 21 hours per week.
2 Renshaw Road, Darien, CT 06820

Responsible for conducting "Focus based" health inspections at licensed food establishments in accordance with the State of CT Department of Public Health mandates. Duties also include the review of temporary food event applications and the inspections of such events. Environmental inspections include food related and various nuisance complaints. Collect bathing beach samples. Investigate reports of sewage discharges and collect necessary samples for analyses. Conduct public health education and community programs. Prepare investigation reports and letters of response. Contribute monthly articles for the department internet site.

1989-10/05 - State of Connecticut Department of Agriculture/Bureau of Aquaculture
190 Rogers Avenue, Milford, CT 06460
Full-time - 35 hours/week.
2003-10/05 - Environmental Analyst III and State Shellfish Standardization Officer
1998-2003 - Environmental Analyst II and State Shellfish Standardization Officer
1989-1998 - Environmental Analyst I

Responsible for maintaining compliance with the Connecticut General Statutes, the National Shellfish Sanitation Program and the United States Food and Drug Administration (USFDA) regulations and requirements with regards to the Connecticut Shellfish Program. License and inspect 87 wholesale shellfish dealers and harvesters. Supervise, certify, and train Environmental Analysts. Standardize State Shellfish Inspector's in accordance with the US Food and Drug Administration and National Shellfish Sanitation Program Model Ordinance. Conduct pollution assessments and water quality sampling by boat year-round in Long Island Sound in twelve western Connecticut shoreline towns. Analyze data and prepare various reports. Participate in local, state, industry, and federal forums and on commissions regarding shellfish and pollution issues, including watersheds, harbors, dredging, marinas, and wastewater treatment. Annually evaluate compliance and prepare required USFDA reports, including a review and analysis of data and studies.

Classify shellfish growing areas in twelve western Long Island Sound towns, conducting pollutant and water quality monitoring to determine safe areas for shellfish harvesting by both recreational and

commercial shellfishermen in order to protect public health. Act as lead Analyst planning, coordinating and implementing shoreline pollution surveys, sampling regimes, and special studies, including dye tracer studies of subsurface sewage disposal systems (SSDS), public collection systems and tributaries. Survey for failing SSDS and sample and assess bacteriological treatment of sewage effluent from wastewater pollution control facilities. Provide technical assistance and conduct cooperative pollutant and resource studies with the Connecticut Department of Environmental Protection, local Conservation Departments, local Health Departments, and the USFDA. Assess findings of chemical contamination and the need for recalls, closure of areas, and plan studies to assess impacts.

Operate and manage commercial and recreational "conditional" shellfishing areas in accordance to specific guidelines for rainfall or seasonal pollutant loadings. Develop Memorandums of Understanding with municipal departments including but not limited to departments of health, conservation, police, and public works, detailing the responsibilities of each with regards to the operation and management of shellfishing programs. Enact emergency closures due to point discharges and non-point runoff after severe storms, toxic algal blooms and pollution events such as oil and chemical spills that may cause shellfish to become unsafe for consumption. Determine conditions for reopening, providing notification to harvesters, marine patrols, and municipal departments.

Conduct illness investigations, review deficiencies, evaluate non-compliance and apply regulatory authority for shellfish dealers. Determine corrective actions and compliance schedules with regards to violations. Request administrative hearings for the purpose of license amendment, suspension or revocation. Develop proposals and draft policies for agency improvements in the protection of public health, licensing, inspections, record-keeping and reporting of shellfishing activities. Inspect for illegal imports and request embargoes. Conduct public health regulation and Hazard Analysis and Critical Control Point (HACCP) training.

Prepare and review grant proposals for special studies. Represent the Connecticut Shellfish Program and participate at the Northeast Shellfish Sanitation Association, Northeast Shellfish Sanitation Officers Association and USFDA annual meetings. Set-up Bureau display and prepare and disseminate information at local fairs, oyster festivals, and school environmental programs. Maintain reference library of pertinent public health and pollution information, studies and data.

**1983-Present - American Red Cross (Milford Chapter) Volunteer CPR and First Aid Instructor
1 Plymouth Place, Milford, CT 06460**

Responsible for maintaining certification and periodically updating skills becoming trained in developing educational programs. Independently conduct various training courses in adult, child and infant CPR and First Aid. Instruction includes observations and assessment of participant's performance of practical skills learned and passing of written examination prior to granting of certification.

L. Romick, pg. 3,

Education:

1980-1984 Southern CT State University, BS-Biology with a concentration in marine sciences.
1985-1989 Southern CT State University, 32 credits of Graduate courses in Microbiology.

Additional Education, Training, Skills and Certifications:

1982-present American Red Cross CPR and First Aid Instructor.
2005-present Red Cross Disaster Services Trained Volunteer -- Mass Care and Shelter Operations.
2006 CT Department of Public Health (DPH) - Radon Seminar.
2006 FDA Facilities Plan Review Class.
2006 AFDO Seafood HACCP Instructor Training.
2006 AFDO Sanitation Principles Instructor Training.
2006 CT DPH Phase I Subsurface Sewage Disposal System Inspector Certification.
2006 National Registry of Food Safety Professionals -- Food Safety Training Instructor.
2006 CT DPH Food Defense Training Class.
2006 CT DPH Epi-Ready Training Class.
2006 National Environmental Health Association - Qualified Food Manager Certification.
2006 CT DPH - Lead Analyzer Gun Training.
2005 CT Environmental Health Association - Crisis and Risk Communication course.
2005 CT Environmental Health Association- Incident Command System/National Incident Management System course.
2005 CT Environmental Health Assn - Conducting Epidemiological and Outbreak Investigations course.
2005 CT Department of Public Health - Conducting Environmental Investigations course.
2005 President and meeting chair -- Northeast Shellfish Sanitation Association.
2004 CT Department of Public Health - Food Service Inspection course and certification.
2003 US Food and Drug Administration (FDA) - Organoleptic training course.
2003-present Notary Public.
2002-present FDA Shellfish Standardization recertification training course.
2001-present Seafood HACCP Co-Instructor.
2001-present FDA State Shellfish Standardization Officer -- certification.
1999 Improving Your Technical Writing Skills course.
1997 Hazard Analysis and Critical Control Point (HACCP) Alliance training course.
1997 HACCP Regulator training course.
1997-present CT registered boater.
1997 CT Safe Boaters Certificate.
1996 Internet for Beginners and Creating Your Own Home Page course.
1996 USFDA Hazard Analysis and Critical Control Point (HACCP) training course.
1996 USFDA Growing Area Classification and Pollution Assessment training course.
1994 USFDA Fundamentals of Shellfish Plant Sanitation course.
1992 USFDA Seafood Safety training course.
1990 USFDA Non-point Pollution in Shellfish Sanitation course.
1989 USFDA Sanitary Shoreline Survey Procedures course.
1982-present NAUI Certified SCUBA diver.

#1

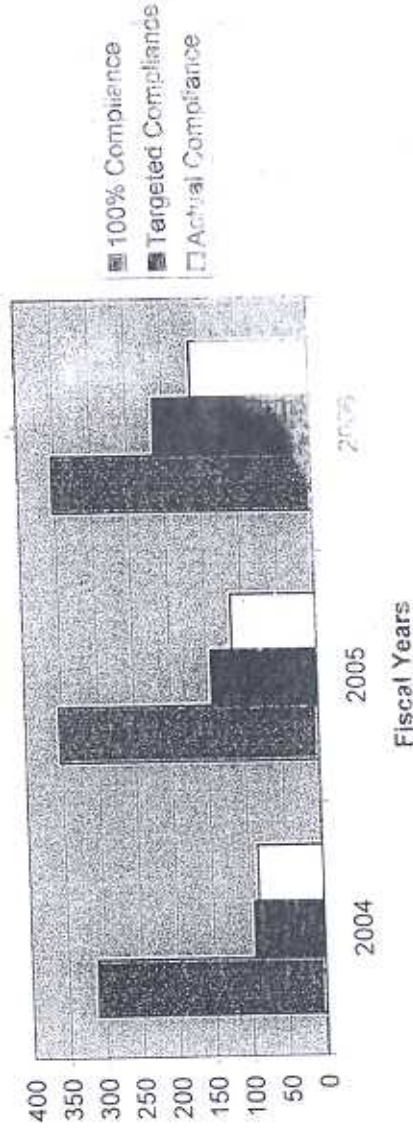
Food Service Inspection Frequency - Targeted Versus Actual Compliance

Target: 30%
Target: 40%
Target: 60%

	100% Compliance	Targeted Compliance	Actual Compliance
2004	311	95	88
2005	354	144	115
2006	354	213	161

Actual: 28.3%
Actual: 32.5%
Actual: 45.5%

Food Service Inspection Frequency



#3 State Regulations on Inspection Frequency Desired (19-13-B42)
 Projected Food Service Inspections: 100% Targeted Compliance
 July 1, 2006 to June 30, 2007

	Count at August 2006	Projected Count at 6/30/2007	Weighted Number of Establishments	Desired Compliance:		State Regs.	Targeted 100% Compliance
				Inspection Frequency Under	Desired Inspections Under		
				if 100%			
<u>Fixed Establishments</u>							
Class IV	58	64	61	4 per year		244	244
Class III	24	24	24	3 per year		72	72
Class II	10	10	10	2 per year		20	20
Class I	11	11	11	1 per year		11	11
<u>Itinerant Vendors</u>							
Class IV	1	1	1	4 per year		4	4
Class II	2	2	2	Depends		2	2
Subtotal	106	112	109			353	353

<u>Temporary Permits</u>				At Event
Food Booths at Events	38	38	38	
Total	144	150	147	

All Darien inspections are "focus-based" food inspections
 employing "certified" food inspectors specially trained
 to perform the higher-level "focus-based" food inspections on the
 State of CT four-page "green" form.

The inspections tallied above do not include preoperational inspections or follow-up re-inspections.

Tallied inspections do not include Plan Reviews for Food Service Establishments.

#4 State Regulations on Inspection Frequency Desired (10-13-042)
Food Service Inspections: 100% Compliance, 60% Targeted Compliance & 45.5% Actual Compliance
July 1, 2005 to June 30, 2006

	Number of Establishments	Desired Inspection Frequency Under State Regs.	If 100% Compliance: Desired Inspections Under State Regs.	Targeted 60% Compliance: To Gradually Bring Town into Full Compliance Under State Regs.	Difference Between 60% Target and Actual Inspections	Actual Inspections (45.5% Compliance)
<u>Fixed Establishments</u>						
Class IV	60	4 per year	240	144	-45	99
Class III	25	3 per year	75	45	-9	36
Class II	11	2 per year	22	13	3	16
Class I	11	1 per year	11	7	-2	5
<u>Itinerant Vendors</u>						
Class IV	1	4 per year	4	2	1	3
Class II	2	Depends	2	2	0	2
Subtotal	110		354	213	-55	161

Temporary Permits
Food Booths at Events

Total 141

All Darien inspections are "focus-based" food inspections employing "certified" food inspectors specially trained to perform the higher-level "focus-based" food inspections on the State of CT four-page "green" form.

The inspections tallied above do not include preoperating inspections or follow-up inspections.

Tallied inspections do not include Plan Reviews for Food Service Establishments.

#5 State Regulations on Inspection Frequency Desired (19-10-342)
Food Service Inspections: 100% Compliance, 40% Targeted Compliance & 32.5% Actual Compliance
July 1, 2004 to June 30, 2005

Number of Establishments	Desired Inspection Frequency Under State Regs.	If 100% Compliance: Desired Inspections Under State Regs.	Targeted 40% Compliance: To Gradually Bring Town Into Full Compliance Under State Regs.	Difference Between 40% Target and Actual Inspections (32.5% Compliance)	
<u>Fixed Establishments</u>					
Class IV	57	4 per year	228	91	1
Class III	27	3 per year	81	32	-21
Class II	14	2 per year	28	11	-7
Class I	12	1 per year	12	5	-2
<u>Itinerant Vendors</u>					
Class II	5	Depends	5	5	0
Subtotal	115		354	144	-29
<u>Temporary Permits</u>					
Food Booths at Events	32	At Event			
Total	147				115

All Darien inspections are "focus-based" food inspections employing "certified" food inspectors specially trained to perform the higher-level "focus-based" food inspections on the State of CT four-page "green" form.

The inspections tallied above do not include preoperating inspections or follow-up reinspections

Tallied inspections do not include Plan Reviews for Food Service Establishments.

#6 State Regulations on Inspection Frequency Desired (10-15 E42)
 Food Service Inspections: 100% Compliance, 30% Targeted Compliance & 28.3% Actual Compliance
 July 1, 2003 to June 30, 2004

	Number of Establishments	Desired Inspection Frequency Under State Regs.	If 100% Compliance: Desired Inspections Under State Regs.	Targeted 30% Compliance: To Gradually Bring Town Into Full Compliance Under State Regs.	Difference Between 30% Target and Actual Inspections	Actual Inspections (28.3% Compliance)
<u>Fixed Establishments</u>						
Class IV	52	4 per year	208	62	1	63
Class III	22	3 per year	66	20	-7	13
Class II	11	2 per year	22	7	-1	6
Class I	13	1 per year	13	4	0	4
<u>Itinerant Vendors</u>						
Class II	2	Depends	2	2	0	2
Subtotal	100		311	95	-7	86
<u>Temporary Permits</u>						
Food Booths at Events	42	At Event				
Total	142					

All Darien inspections are "focus-based" food inspections
 employing "certified" food inspectors specially trained
 to perform the higher-level "focus-based" food inspections on the
 State of CT four-page "green" form.

The inspections tallied above do not include preoperating inspections or follow-up re-inspections.

Tallied inspections do not include Plan Reviews for Food Service Establishments.

#7 Food Service Inspections - Range of Hours & Average Hours
 (Not Including Plan Reviews, Preoperational Visits, Foodborne Illness Investigations, Grease Trap Inspections & Other On-Site Visits)

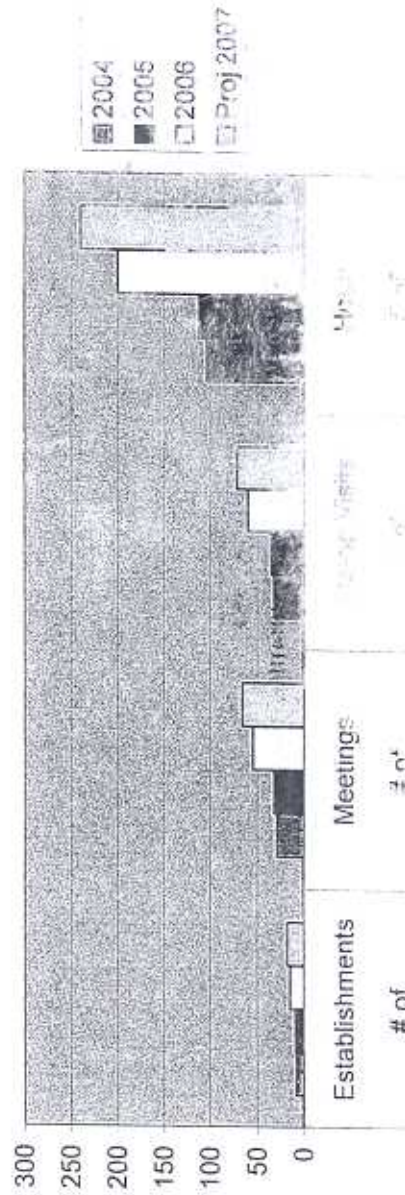
<u>Food Service Inspection Class</u>	<u>Routine Inspections - Range of Hours</u>			<u>Each Reinspection Visit</u>
	<u>Low</u>	<u>High</u>	<u>Average</u>	<u>Average Hours</u>
Class IV	1.00	6.00	2.50	1.00
Class III	1.00	2.00	2.00	1.00
Class II	0.75	1.00	1.00	0.75
Class I	0.50	1.00	0.75	0.50
Itinerant Vendors	Depends on Class			0.50
Temporary Permits	0.75	1.25	1.25	Not Applicable

#8 Food Service Establishment Plan Reviews & Preoperational Visits

	# of Establishments	# of Meetings	# of Pre-op Visits	# of Hours
2004	8	28	32	104
2005	9	32	35	112
2006	15	55	60	200
Proj 2007	18	66	72	240

78.8% increase

Food Service Plan Reviews



Vincent D. Proto
CT License #00510
A.L.T. Environmental Health Specialists, L.L.C.
517 North Main Street
Wallingford, CT 06492
Phone: 203/687-1347
EIN #: 06-1608901

Proposal for Increasing Darien Health Department Services

The services of the Darien Health Department (DHD) have recently been reviewed as a result of discussions concerning the formation of a Health District. The potential for increasing services to Darien residents was the impetus for proposing the district. This proposal demonstrates a plan for increasing DHD services while maintaining local control.

An increased focus on new responsibilities such as emergency planning – most recently pandemic flu management and response – have significantly impacted the existing health department staff and their ability to perform routine functions. Other factors increasing staff workload include an increase in the number of new food service establishments requiring plan review and an increase in the number of regional planning meetings. An increase in local population and an increase in construction activities have also had an impact on services.

Additional funding to support an increase in staff hours and positions would provide for more comprehensive services to Darien residents. Expansion of DHD staffing would include provision of additional environmental health staff, a part-time public health nurse, and a designated part-time health educator. The changes could be implemented incrementally in 2 phases – September 1, 2006 and July 1, 2007 as follows:

Phase 1 - September 1, 2006:

Supplement Environmental Sanitarian hours with additional 29 hours per week, including benefits for 1 ES (@12%)

Total additional cost for 10 months: ~\$45,000 (12 months ~\$54,000)

Phase 2 - July 1, 2007:

Supplement Health Educator time with additional 3 hours per week

Add part-time Environmental Sanitarian position at 5 hours per week

Increase existing Environmental Sanitarian position (Rick Petersen) with additional 8 hours per week

Add part-time nurse 7 hours per week

Total additional: ~\$40,000

12 month annual cost ~ \$94,000

July 1, 2006

Darien Health Department Proposal

July 17, 2006

Current Staffing

- Part-time Director of Health – Dr. McLaughlin
- 1 FTE Director of Environmental Health – Vince
- .66 FTE Environmental Sanitarian (ES) – Rick Petersen and Lori Romick (8 hours and 14 hours/week, respectively)
- .2 FTE Health Educator - 7 hours/week (Lori Romick)

Current staffing provides 57 ES hours = 1.6 ES FTEs

Proposed Staffing With Additional Funds

Phase I

- Increase Lori to full time - 35 hours/week (21 additional ES hours/week + benefits)
- Increase Rick's hours to 16 hours (8 additional ES hours/week)
- Hire health educator for existing 7 hours/week

This will result in an 29 additional ES hours/week for a total of 86 ES hours = 2.5 ES FTEs

Phase II

- Increase Rick's hours to 25 (8 additional hours/week)
- Increase health educator hours to 10 (3 additional hours/week)
- New – 5 hours for part-time ES (5 additional hours/week)
- New – 7 hours for part-time Public Health Nurse

This will result in 13 additional ES hours/week for a total of 99 ES hours = 2.8 ES FTEs

Lori's Duties:

Primary responsibility is conducting risk based food service establishment inspections and required follow up inspections. Focus will be to meet required inspection frequency per CT Public Health Code. Currently, other duties include nuisance complaints, beach sampling, temporary event inspections, and health education. Some of these duties will be taken over by the new part-time inspector, health educator, and public health nurse resulting in more time for conducting food service establishment inspections.

Rick's Duties:

Current function includes emergency planning, cosmetology and pool inspections, food service plan review and inspection, and occasionally, food service establishment inspections, nuisance complaint investigations, and septic system site investigations. With an increase in hours, Rick will be able to devote more time to emergency planning and providing education and training to food service directors.

Health Educator Duties:

Currently, Lori Romick performs some of the health education activities. With additional hours, a health educator can be hired to increase the number of educational offerings, while allowing Lori to concentrate on the ES duties. Additional programs for Darien residents, schools, and health care facilities can be planned and a cooperative agreement to develop programs with Stamford Hospital pursued.

Public Health Nurse Duties:

A Public Health Nurse will conduct required follow-up on all reportable disease cases in Darien, assist with flu clinics and possibly develop other clinics (i.e., travel, health screening clinics, etc.) and assist with health education. (Combining the Health Educator and Public Health Nurse into one position for a total of 17 hours ~ .5 FTE is an alternative to having two separate positions.)

Part-time Environmental Sanitarian Duties:

The person filling this position will conduct inspections of public swimming pools, temporary events, beauty and nail salons, barbershops and will also investigate nuisance complaints.